

MEETING MINUTES  
OF THE BOARD OF DIRECTORS  
KAILUA VIEW ESTATES  
November 14, 2012

**CALL TO ORDER:**

There being a quorum present, President Joe Reynolds called the meeting to order at 3:01 p.m.

**BY INVITATION:**

Nan N. Cain, Management Executive of Hawaiiana Management Company, Ltd. was present and acted as Recording Secretary.

**PRESENT:**

President Joe Reynolds, Vice-President Darlene Hill, Secretary/Treasurer Robert Oswald, Directors Steve Butterfield, Christina Gross, Lee Johnson, and Ted Leaf were all present in person.

**EXCUSED:** Director Roland Fornataro was excused.

**PREVIOUS MEETING MINUTES:**

Meeting Minutes dated September 12, 2012 were approved by general consent as presented.

**TREASURER'S REPORT**

The August and September 2012 financials were accepted by general consent, subject to audit. The October 2012 financials were not available for Board review by the time of this meeting.

**UNFINISHED BUSINESS**

- 1) Scope of Work and Inspection Sheet; were provided to the Board by Nan Cain, ME. Vice President Darlene Hill made a motion to;
  - a) Have the Design Review Committee and Nan Cain, ME perform the one or two inspections.
  - b) Present the idea of hiring and inspector to the owners at the Annual Meeting making them aware of the costs and job description to gather their input. Director Lee Johnson seconded and the motion passed unanimously.
  
- 2) Refinish Monuments Signs: only one bid was received for the refinishing of the signs from John Allen.  
Director Lee Johnson made a motion to accept the bid at \$878.00 plus tax for the two signs. Director Christine Gross seconded the motion. President Joe Reynolds, Vice-President Darlene Hill, Secretary/Treasurer Robert Oswald, Directors Steve Butterfield, and Lee Johnson were all in favor, Director Ted Leaf was opposed, the motion passed by majority vote.
  
- 3) Landscaping the hillside; the new bid for the planting of the Bougainvillea and laying down mulch from Westside was reviewed. The Board deferred the decision until the Annual Meeting to let the majority of home owners provide input about what they want to do regarding the hillside.

**NEW BUSINESS:**

- 1) The Board ratified the following Board actions taken since the September 12, 2012 meeting:
  - a. The new Assessment Payment Resolution was sent to owners on September 20, 2012.
  - b. An Amended Fine Resolution was adopted and will be sent out with the 2013 Budget letter.
  - c. The 2013 Budget was approved with an increase to \$310.00 per owner annually by a majority of Written Consent. President Joe Reynolds, Secretary/Treasurer Robert Oswald, Directors Steve Butterfield, Christina Gross, Lee Johnson, and Roland Fornataro were in favor, Vice-President Darlene Hill was opposed and Director Ted Leaf abstained.
- 2) Collections: Director Lee Johnson made a motion to send all delinquent “inactive owners” to Continental Central Credit, Inc for collections. Director Christina Gross seconded the motion and the motion passed unanimously.
- 3) Water Usage: The Board asked Nan Cain, ME to looking into ways to prevent the water usage at the Rec. Center. Nan Cain, ME will contact Kona Hillscapes and Danco to obtain bids and advice.
- 4) Funds Transfer: Director Steve Butterfield made a motion to transfer \$15,000.00 from the Territorial Reserve account to the Operating account to cover the 2012 expenses. Secretary/Treasurer Robert Oswald seconded the motion and the motion was passed unanimously.
- 5) Management Contract: Secretary/Treasurer Robert Oswald made a motion that the Board accepts the Hawaiiana Contract in the new format with the old language included and the Administrative Expense Cap of \$500.00. Director Ted Leaf seconded the motion and the motion passed unanimously.
- 6) Design Committee: Director Steve Butterfield made a motion to defer the defining of “paved driveway area” to the Design Review Committee. Director Lee Johnson seconded and the motion was passed unanimously. The Design Committee will meet and decide on a definition before the next Board meeting and then present their decision to the Board.

**NEXT MEETING:**

Wednesday January 9, 2013, 3:00 p.m., at the Hawaiiana Management Office in Kailua Kona

**ADJOURNMENT:**

There being no further business to be brought before the Board of Directors, the meeting was adjourned at 4:58 p.m.

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Signature of Board Member